



news and information
for employees of the
city of Saint Paul

April 21, 2000

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Showing off Saint Paul's homes

Calling all Saint Paul boosters!

The 2000 Minneapolis and Saint Paul Home Tour will open 20 Saint Paul homes to the public on Saturday, May 6th, and Sunday, May 7th. The popular free weekend tour, now in its 13th year, attracts people from all over the metropolitan area. Last year, the combined Saint Paul-Minneapolis total of home visits was over 60,000.



The Home Tour needs over 200 enthusiastic volunteers to help greet guests and monitor traffic through the homes. City employees make excellent home tour volunteers, since they are some of Saint Paul's best ambassadors. Don't miss this chance to promote Saint Paul homes and neighborhoods.

There are three shifts available:

Saturday, 9:30 a.m. to 1:30 p.m.

Saturday, 1 p.m. to 5 p.m.

Sunday, 12:30 p.m. to 5:30 pm

To sign up or get more information stop by the Housing Information Office, first floor, City Hall Annex. You'll find a Home Tour volunteer display with a map of house locations, pictures and descriptions of the homes, and volunteer forms. If you prefer, you may contact Dave Hennessey, Home Tour Consultant, at dhenna@aol.com. Dave will respond with information and/or a volunteer form.

You may also call the Home Tour hotline at 651-266-6562. You will promptly receive a return call.

In other words, please sign up. No one knows Saint Paul better than its public servants!
JOIN US!



Heritage Preservation seeks home award nominations

The Heritage Preservation Commission of the City of Saint Paul and the Saint Paul Chapter of the American Institute of Architects are seeking nominations for the 2000 Saint Paul Heritage Preservation Awards.

This is the tenth year these organizations will have given awards to recognize people, organizations and projects that help to promote the city's historic character. Projects can range from rehab of a historic building to new

construction in a historic district to community education projects to people or organizations who have contributed to preservation efforts over the years. The following City departments have received awards in the past: Planning and Economic Development, Parks and Recreation, and Public Works.

To receive more information about the awards or a nomination form, please contact Aaron Rubenstein at 651-266-9078 or aaron.rubenstein@ci.stpaul.mn.us.

www.ci.stpaul.mn.us

Places to go. Things to do.

ilovesaintpaul.com

New reading lists and school book totals added to Saint Paul Reads web site

Looking for a good book to get your daughter, grandson, or niece? Check out the newly updated Recommended Reading section of the Saint Paul Reads web site (www.stpaulreads.org) for lists of books that will appeal to kids from preschool to grade 12. The list includes the title, author, and a brief summary of each of the books.

This site, launched Dec. 1, was designed to be a fun and easy way for students to track the number of books they have read. When students reach specific reading milestones, they receive congratulatory e-mail messages from a growing list of celebrities and

community leaders, including Saint Paul Schools Superintendent Pat Harvey, Mayor Norm Coleman, children's book authors and illustrators, professional athletes, and radio and TV personalities.

Another new feature of the web site is the What's New section, which includes a list of how many books students have read at each of the Saint Paul public schools. There's also a "How You Can Help" section which offers tips on how families and others can support the Saint Paul Reads campaign.



Working Family Resource Center Open House May 4

City of Saint Paul employees are invited to an open house at the Working Family Resource Center on Thursday, May 4, from 11:00 a.m. to 2:00 p.m., in Suite 1025 of the Lowry Professional Building, 350 St. Peter Street.

Find out how the Working Family Resource Center promotes wellness at work! You can:

- Come for refreshments,
- Check out the free work/life lending library, or
- Pick up the new summer calendar of classes on work/life balance.

For more information call the Working Family Resource Center at 651-293-5330.

City job openings as of April 21st, 2000

Application deadline	Job title	Bi-weekly or hourly salary rate	Exam date
05/01/00	Child Care Enrichment Instructor	\$1057.82	05/08/00
04/24/00	City Planner II	\$1381.33	05/09/00
Open	Clerical assistant (part-time)	\$9.00 per hr	See Job Ann
05/12/00	Clerk-Typist II	\$914.25 (City)	See Job Ann
05/12/00	Clerk-Typist II	\$913.42 (BOE)	See Job Ann
05/12/00	Clerk II	\$876.31 (City)	See Job Ann
05/12/00	Clerk II	\$855.94 (BOE)	See Job Ann
04/25/00	Clerk III (prom)	\$1032.03	05/18/00
Open	Communications Technician	\$1365.82	See Job Ann
Open	Communications Technician Trainee	\$1171.33	See Job Ann
05/08/00	Fire Equipment Operator (prom)	\$1500.02	See Job Ann
04/27/00	Fire Prevention Inspector I	\$1361.29	05/08/00
Open	**Food Service Assistant (part-time)	\$8.43 per hr	See Job Ann
Open	Food Service Helper (part-time)	\$7.75 per hr	See Job Ann
Open	Golf Ranger (part-time/seasonal)	\$6.17 per hr	See Job Ann
Open	House Custodian I (part-time)	\$9.00 per hr	TBN
Open	IS Information/Technical Analyst II	\$1397.98	See Job Ann
Open	IS Information/Technical Analyst III	\$1550.12	See Job Ann
Open	IS Information/Technical Analyst IV	\$1721.14	See Job Ann
Open	IS Systems Support Specialist II	\$1148.08	See Job Ann
Open	IS Systems Support Specialist III	\$1397.98	See Job Ann
Open	Life Guard (temporary)	\$7.25 per hr	TBN
Open	Park Aide (part-time/seasonal)	\$7.06 per hr	See Job Ann
Open	Parks & Recreation Assistant (part-time/seasonal)	\$5.50 per hr	TBN
Open	Recreation Leader (part-time)	\$8.81 per hr	See Job Ann
Open	Refectory Attendant (part-time/seasonal)	\$9.17 per hr	See Job Ann
Open	Senior Pool Attendant (part-time/seasonal)	\$8.75 per hr	See Job Ann
Open	Swimming Pool Supervisor (part-time/seasonal)	\$10.25 per hr	See Job Ann
Open	Telecommunicator	\$1242.48	See Job Ann
Open	Telecommunicator (part-time/temporary)	\$15.50 per hr	See Job Ann
Open	Ticket Sellers - RiverCentre (part-time)	\$6.50 per hr (in training)	TBN
05/01/00	Water Quality Specialist II (prom)	\$1508.81	05/05/00
Open	Water Safety Instructor (temporary)	\$7.75 per hr	TBN
04/26/00	Zoning Aide	\$1201.32	05/04/00

** This is a walk-in-examination. Do not submit a job application before the test.

Note: Call or visit the Office of Human Resources to receive the official job announcement for these positions. Location: 400 City Hall Annex. Phone: 651-266-6500 (TTY/TDD 651-266-6501). For jobs announced after April 13th, please call our 24-hour job line, 651-266-6502.